

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
JANUARY 28, 2014**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, January 28, 2014, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Assistant Street Commissioner Jeffrey Theising, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on January 14, 2014. Thereafter, a **motion** was made by Timothy Bell and seconded by Mayor Seitz to approve the minutes as presented. Motion carried 3-0.

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Mayor Seitz presented a conflict of interest disclosure statement submitted by Thomas Schmidt who is associated with Schmidt Contracting Inc that does work for the City from time to time.

A motion was made by David Prechtel and seconded by Timothy Bell to accept the conflict of interest disclosure statement submitted by Thomas Schmidt. Motion carried 3-0.

CLOSE ALLEY

Mayor Seitz said on January 21, he received a request from Sally Gogel-Fischer for the temporary closing of an alley for work which may need to be done prior to today's meeting. The area in question is between St. John Street and Clay

Street behind 329 West 8th St. Access is needed for an estimated four hours on a day with temperatures near 30 degrees.

Seitz said after speaking with Jeff Theising of the Street Department and City Engineer Chad Hurm he authorized the closing with the following stipulations:

- 1) A right-of-way permit via City Engineer Chad Hurm prior to the work.
- 2) Since the work is based upon weather conditions, the owner shall communicate a start date/time.
- 3) If the work goes beyond four hours or trouble with the job causes the alley to remain closed overnight that communication be sent to all again and nearby neighbors be advised accordingly.

CLOSE 5TH STREET

Leah Jessee, principal at 5th Street School, asked permission to close 5th Street in front of the school on March 20, 2014 from 3:30 p.m. to 8:00 p.m. for their 3rd annual Community Health Fair.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the street closing for 5th Street for the health fair. Motion carried 3-0.

DEAF AWARENESS PICNIC

Mayor Seitz read a letter submitted by Don Mendel, representing Connections Deaf Centers, asking for permission to use the river walk plaza, gazebo, and three shelter houses on September 6, 2014 from 8:00 a.m. to 8:00 p.m. for their 4th annual deaf awareness picnic.

A motion was made by Timothy Bell and seconded by David Prechtel to approve the 4th annual deaf awareness picnic on September 6, 2014. Motion carried 3-0.

REDUCE PERFORMANCE BOND

City Engineer Chad Hurm spoke on behalf of Judy Pund, administrator at Northwood Good Samaritan, who was also present. Hurm said they want to release the performance bond for the Good Samaritan Subdivision, a replat of part of Summit Heights. The amount of the performance bond is \$312,938.42. Hurm said the major items have been addressed but what is outstanding is the signs. The developer orders and pays for the signs and has them delivered to the street department. The street department then installs the signs.

In lieu of a full release, Hurm recommended reducing the bond to \$70,618.75. He also requested that upon completion of the remaining subdivision work, the performance bond is released and the developers provide a maintenance/damage bond in the amount of \$70,618.75.

A motion was made by Mayor Seitz and seconded by David Prechtel to follow the recommendation of the City Engineer to reduce the performance bond from \$312,938.42

to \$70,618.75 and upon the work being done to complete the area it become a warranty bond to the City of Jasper. Motion carried 3-0.

DESIGN ENGINEER FOR STORM SEWER PROJECTS

City Engineer Chad Hurm said RFPs from engineering firms for design forms for the strategic storm sewer project were reviewed. He asked the City to enter into a contract with Brosmer Land Surveying for the 1st phase that includes two projects, the Obing Strasse project and the Worrell Drive project, for an amount not-to-exceed \$19,000.00.

A motion was made by Timothy Bell and seconded by David Prechtel to adopt Chad's recommendation for design forms for the strategic storm sewer initiative. Motion carried 3-0.

PERMISSION TO SEEK QUOTES

Assistant Street Commissioner Jeffrey Theising presented the following list of equipment that is in the 2014 budget and asked permission to seek quotes as time allows and bring the quotes to future Board meetings.

PUBLIC WORKS	ACCOUNT	DESCRIPTION	COMMENTS
ACCT.#			
0101 0500 2500	Repair Charges	Shop Ext., Roof/Wall Coatings	
0101 0500 4200	Bldg. & Structures	New Metal on Salt Barn	
0101 0500 4400	Equipment	New Utility Truck Mechanic	replace 1997 chevy pick-up
0101 0500 4400	Equipment	New Concrete Saw	replace 1999 #102 Target Saw
0101 0500 4400	Equipment	New Pressure Washer	replace 2000 #203 Hydro-Tek (power-w
STORM SEWER	ACCOUNT	DESCRIPTION	COMMENTS
ACCT. #			
0101 0504 4400	Equipment	New Backhoe	replace/trade #52 2004 Cat4160 Backho
REFUSE	ACCOUNT	DESCRIPTION	COMMENTS
0101 0506 4400	Equipment	Small USED Rubbish Grinder	(Additional Appropriation)
0101 0506 4400	Equipment	Utility ATV	replace 1990 utility ATV
STREETS & ALLEYS	ACCOUNT	DESCRIPTION	COMMENTS
0101 0524 4400	Equipment	Audio/Visual Equipment	training/education aid
0101 0524 4400	Equipment	Camera Security System	surveillance

Mayor Seitz said because city hall may be looking at camera security equipment this may be something that can be purchased together. He told Theising to check with him before seeking quotes for this particular item.

A motion was made by Mayor Seitz and seconded by Timothy Bell to give the street department permission to seek quotes as needed per the list provided. Motion carried 3-0.

FIRE DEPARTMENT REPORTS

Fire Chief Kenneth Hochgesang distributed copies of the following reports:
[1] Total number of responses in 2013. For the 4th quarter, the department began using the state reporting system; [2] code enforcement responses for January 2014; [3] Vehicle maintenance report for December 2013.

Hochgesang reported that on Friday evening the department responded to a carbon monoxide alarm. A faulty furnace was the cause of an extremely high level of carbon monoxide. The person at the home was advised to evacuate and not to return until the furnace was repaired. He said carbon monoxide detectors are efficient and he recommended anyone using a gas furnace to install a carbon monoxide detector.

POLICE DEPARTMENT REPORTS

Police Chief J. Michael Bennett reported that the December 2013 police activity report showed 80 accidents. Typically there are about 50 accidents per month.

He also reported that last week the county law enforcement agencies met and discussed patrols focusing on impaired drivers. There were nine fatalities on Dubois County roads since November 2013. Seven of those fatalities were caused by drivers who were impaired by drugs or alcohol. Two cases are still under investigation.

Bennett also thanked the City for the use of the house at 110 Main Street for training purposes.

POLICE VEHICLE QUOTES

Police Chief J. Michael Bennett said he sought quotes for two new police vehicles less the trade of three vehicles, a 1993 Jeep Cherokee, a 2001 Chev Impala, and a 2002 Chev Impala.

City Attorney Renee Kabrick opened the following quotes:

Sternberg Chrysler	
[2] 2014 Dodge Chargers	\$48,186
Less trade ins	- <u>3,000</u>
Net price	\$45,186

Ruxer Ford	
[2] Ford Police Interceptor Sedan	\$54,864
Less trade ins	- <u>2,300</u>
Net price	\$52,564

Uebelhor and Sons	
[2] Chev Caprice	\$55,224
Less trade ins	- <u>3,300</u>
Net price	\$51,924

Washington Chrysler	
[2] Dodge Charger Pursuit V-8	\$47,978
Less trade ins	- <u>5,501</u>
Net price	\$42,477

Police Chief J. Michael Bennett recommended reviewing the quotes and if the low quote meets the specifications then accept that quote.

A motion was made by Timothy Bell and seconded by Mayor Seitz to have the police department review the quotes and if they meet the specifications then award it to the low quote from Washington Chrysler for a net price of \$42,477. Motion carried 3-0.

CITYVISIONS CONTRACT

Mayor Seitz said the City wants to enter into a contract with CityVisions for \$68,000 to begin the design element phase of the downtown master plan and contract with them to help with the letter application for the Stellar Communities grant.

City Attorney Renee Kabrick said if approved the motion should be contingent upon the adoption of the changes to the existing contract and change the scope of the original contract.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the contract with CityVisions to start immediately. Motion carried 3-0.

AXIOM MARKETING CONTRACTS

Mayor Seitz said the City wants to enter into a contract with Axiom Marketing for \$15,745 for the media fees for the Spirit of Jasper train 2014 season.

A motion was made by David Prechtel and seconded by Timothy Bell to accept the contract. Motion carried 3-0.

Mayor Seitz said the City also wants to enter into a contract with Axiom Marketing for an amount not-to-exceed \$8,170 to revamp the Spirit of Jasper website.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the Axiom project contingent upon review of the contract by the city attorney. Motion carried 3-0.

GRANT CONSULTANT

Mayor Seitz said the City wants to enter into a contract with Prosperity Consulting for \$3,116.48 to assess the needs of the City and seek grants offered by non-governmental agencies.

Timothy Bell so moved. David Prechtel seconded the motion and the motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a **motion** was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 8:51a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 11th day of February, 2014.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer